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1 Meeting people

1 Introducing yourself

A Listen to people introduce themselves. Listen at least three times.

- A: Hello. I'm Jason.
- B: Hi. My name is Dolma.
- A: Nice to meet you, Dolma.
- B: Good to meet you too.

- A: Excuse me. I don't think we have met before.
My name is Mary Jensen.
- B: Oh, hello. I'm Bikash Chettri
- A: Good to meet you Mr Chettri.
- B: Pleased to meet you too, Ms Jensen.

- A: Hello. Can I sit here?
- B: Yes.
- A: By the way, I'm Robin.
- B: Hi. My name is Jessica.
- A: Nice to meet you.
- B: Pleased to meet you too. And where are you from, Robin?
- A: I'm from Kathmandu. What about you?
- B: I'm from New York. Oh, this is my stop. Bye, Robin.
- A: Bye. See you.

B Role play Now practice the same conversations with a partner. Practice for three to five minutes.

C Pair work Now in the same way introduce yourself to your partner or to someone else.

Useful expressions

Hello, I'm.... Hi, my name is.... Nice/Good/Pleased to meet you.



Self-Introduction In Interviews

Self introduction is your **key** to interview success.

You start from a baseline position where they have no experience of who you are or what you are like.

Now you are going to meet the hiring manager in person.

You have a one-off **make or break opportunity** to get them to see you as the only person they want to employ.

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Speaking cards

<p>SPORT</p> <ul style="list-style-type: none"> Have you ever won an award or a medal? Have you recently played football? Have you ever run a marathon? 	<p>TRAVELLING</p> <ul style="list-style-type: none"> Have you swum in the sea this year? Where have you travelled? Have you planned your summer vacations yet?
<p>PROBLEMS</p> <ul style="list-style-type: none"> Have you ever crashed your bike or car? Have you ever lost money? Have your parents punished you this month? 	<p>CLOTHES</p> <ul style="list-style-type: none"> Have you cleaned your shoes today? Have you ever worn second-hand clothes? Have you bought new clothes this month?
<p>ANIMALS</p> <ul style="list-style-type: none"> Have you been to the Zoo this year? Have you ever kissed a dog? Have you ever ridden an animal? 	<p>HOLIDAYS</p> <ul style="list-style-type: none"> Have you ever worn a Halloween costume? Have you ever got 15 Valentine cards? What holidays have you celebrated recently?
<p>FOOD</p> <ul style="list-style-type: none"> Have you ever drunk a cucumber juice? Have you eaten pizza this week? What is the best food you have ever eaten? 	<p>FREE TIME</p> <ul style="list-style-type: none"> What is the best book you have ever read? Have you listened to music today? What movie have you seen recently?
<p>HEALTH</p> <ul style="list-style-type: none"> Have you recently been ill? Have you ever broken a leg? Have you ever had a black eye? 	<p>SCHOOL</p> <ul style="list-style-type: none"> Have you ever cheated on an exam? Have you done your homework yet? Have you been late for school this week?

SPEAKING PRACTICE FOR THE EIKEN TEST

1. Discuss the individual help the user to answer.
2. Discuss the user's role in the test.
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When answering, indicate your name clearly and pleasantly so that the interviewer knows that she has reached the right person. If you live with other people in your home, ask them to enter another room or move your conversation to a more private space. You don't need to jump to answer in the first ring, but don't let the voice mail almost go. Am I talking to Jackie Renshaw? "3. Thanks to the interviewer for talking to you. Close the door to reduce the noisy interruptions. Use a landline instead of a cell phone, if you have access to a landline, consider using it instead of your cell phone. Make sure a successful telephone interview conversation starts with a positive note. This is Mr. Roy? And I am asking for a scheduled interview for the payable accounts, clerical position. Here is an example of all combined steps: Example: "Hi, Mrs. Shaw, this one is gemma, and I'm calling the programmed phone interview I have with you today. For example, write down any questions you have about tasks of work, necessary credentials or any other information that you would like to know more. Interview, start declaring your name in an optimistic tone, and when the interviewer states who they are, confirm that you were anticipating the interview. A phone call to interview a job. In addition, make sure your mail is professional is professional and of course, if you are not able to answer the phone. Example: "Olhão, this one is Rutherford. Try your best No interrupt when she is asking questions and answering questions in the order where she is asked. If you are anticipating a telephone interview, the way it answers the call and starts your conversation can affect the overall success of the interview. Research the company you enroll in advance, practice how to greet the interviewer and how to answer the interviewer's questions and maintain his close curriculum during the interview for rude reference. This whole mother can be benamed to find and invite only qualified candidates to participate in additional personal interviews. Interviewing how to start a telephone interview (with tips and examples), actually editorial by Team June, 2021 employers, usually use telephone interviews as a way to examine candidates to find out if they meet work requirements. When you find out how to start a telephone interview, decide how you want to thank the interviewer. Thanks again for connecting with me today. "Related: 15 questions for telephone interviews (with example answers) how to start a telephone interview when starting the following steps to guide it when you prepare to start your interview league: greeting The individual who answers the call. It happens. I look forward to talking to you, Mrs. Anderson. "3. Swanson. Trust and calm appear during a telephone conversation, so try to project these

characteristics as possible. For example, the notes on additional resources to help or prepare for functions if the interview mentions the phone ring, take it in time. If the interviewer provides the title and surname, unless he has instructed you to use only by her first name. Success in a telephone interview usually leads to a personal interview, and hiring managers can use a telephone screening to eliminate non-qualified candidates, the recruiter at a predetermined date and time. If the interviewer answers his call, use this step to ensure that you are talking to the correct individual. Avoid interrupting the interviewer when they are talking, and if you think about something you want to say, write it for a deeper discussion when you talk. In addition, it is a good idea to write their names in their notes to maintain as a reference throughout your interview. For example, candidates can be expected to summon a waiver of a designer of writing to start the interview, if this involves a group interview with managers or if the interview takes place within a coonitioner platform. Can I talk to Jackie Renshaw, please? "Example:" Hi, this one is Gemma Rutherford, and I'm asking for our phone interview scheduled today. Studies have shown that the first 30 seconds of an interview, personally or by phone, are important when it comes to selecting a candidate for a job. In addition, practicing active listening can ensure that you avoid communication failures or a bad-sized from something the interviewer discusses with you. Fault notes and will be noted and questions during the telephone interview. It is still a moment to talk, Mrs. I look forward to listening more to the position. Thank you so much for reserving time to talk to me. "Related: 25 telephone interview tips to take you in the next round (with a video) as you succeed in a telephone interview to start the interview, you can improve your success by You follow the appropriate label, including these steps: Confirm the details of your interview. Answer the ligament personally listen carefully to the interviewer. Confirm the details of your interview before a telephone interview can occur, confirm all the details of the interview with the organization. This way you can avoid bad reception or the risk of your telephone interview to disconnect. PREMATICs THE BY STEPS IN YOUR FOLLOWING When you send your follow-up thank you, ask about the next steps in the contract process. It is, this is Rebecca Andrews. What part of Los Angeles are you? Now is the time to mention something you have noticed in your survey of the interviewer and the company. From the moment you start a telephone interview, be polite, confident and alert. Or Mr. Example: "Thanks again, Dr. Seiber, for taking time to discuss work with me." Example: "Thank you for your answer to my questions, Mr. Taylor. Use the following steps as a guide to start your phone interview when the interviewer calls you: Prepare for the phone interview. Professional and present yourself. Before off, approach the interviewer by name.1. Prepare for the telephone interview, even if you are not meeting in person. It can still be crucial to prepare for the telephone interview, as you would do a personal interview. It's not just sending a proper follow-up interview message, but you can also increase your chances of being invited to an interviewing person. learn More: Write an email from Follow-up: Examplemore tips, models and tips for the phone interview, promoting a telephone interview may seem so scary as a personal interview, but take the following tips into consideration when you you Prepare for your phone interview you can add to the success of your interview: Faāša a list of your skills and The call in the right environment. Use a landline instead of a cell phone. The next steps of your follow-up. Fault a list of your skills and qualifications, make a list of your skills and qualifications noting your additional strengths and credentials this qualifies it for work. It looks like it. It may be difficult to say by phone if you are connecting with the interviewer, but usually ease in conversation, if you are. For example, the interviewer using his first and surname. Part of causing a good impression is being able to connect with the interviewer. Present yourself to the individual declaring your name and the reason you called. She will have specific questions she wants to ask in the UNOCIO of the call and may have a predetermined order so what questions ask. Similarly, if something is not clear to you, ask the interviewer about it. Follow the interviewer's tips. This is especially true in a telephone interview conversation, because the caller should rely only on the sound of his voice and the words you speak to evaluate him as a job candidate. This ensures that everyone is aware of the importance of being away from the phone when the call arrives. Out carefully the interviewers you enter the conversation, or carefully the interviewer while they explain the details of the work and ask questions. Its appreciation defines a positive tone for the rest of the conversation and helps to end the call with a positive note. I really thank you for interviewing me for this position. I lived there. I see that you are calling a number of telephone 310. Thus, the interviewer will know who you are and that they reached the correct individual. Before off, address the interviewer, naming the interviewer's name at the end of his phone, reiterates personal attention and shows a sign of respect. Thanks for For example, confirm confirm Date and time the interviewer plans to call you, so you can be prepared in advance. You can add their clarification to your notes for later reference.5. Follow the telephone interview finally, after finishing the call with the interviewer, follow a message of thanks to show your appreciation and reiterate your enthusiasm for the work. If you start the conversation of the telephone interview with the right, it may give the impulse of trust necessary to continue with a very high interview. For example, a receptionist may be the professional you greet and need to know your goal of calling and who you are contacting you. The appropriate individual, if a receptionist answers his call, the appropriate individual after presenting herself. Other times, interviewers are those who start calling their writing phones, usually due to the concession of schedule interviews during the work schedule. How to start a telephone interview when the interviewer calls you start your phone interview successfully can successfully impact how the rest the interview goes. Then combine your list of skills with work requirements so that you have a ready explanation when asked about your professional formation. Pass the call in the right environment when you prepare for the telephone interview, make sure you have a free quiet environment. Thank you so much for reserving time to talk to me today. It is a good idea to thank the interviewer in the use of the telephone interview conversation and at the end. In this case, follow the same procedure of presenting yourself and your reason to call. Example: "Oil, I'm Gemma and I'm asking for a telephone interview scheduled for the accounts to pay clerical position." Example: "olão, this is And I'm calling our telephone interview scheduled today. "2. Your telephone interview conversation must include a one Directed to the interviewer who shows that you are interested in it. By Leslie Bloom updated on June 29, 2018 after causing a first impression, there is no opportunity to change it. When it comes to the actual part of your interview interview, let the interviewer lead. This can show the contract of hiring your anxiety to work for the company, as well as your ability to follow specific instructions. I noticed on the site that you work at the company has been about five years. If you are using a cell phone, make sure it is charged and you have a good reception where you are. Similarly, the interviewer can personally attend the ligament. In this article, we discuss effective ways to answer the call and start a telephone interview, along with tips to start the conversation and increase the success of the telephone interview. What is a telephone interview? An interview by telephone or tracking is an interview process that recruiters are sometimes use as a way to evaluate a candidate's adjustment for the work. Do you mind that I ask how you started with the company? You want to be very close to your phone at the time of the telephone interview conversation, so you don't miss the call. Confirming the details of your telephone interview also ensures that all professionals involved are aware of the schedule. Answering the phone call, after scheduling your telephone interview, it is important that you are prepared to answer the call. Be sure to address the interviewer professionally with his designated title, such as Dr., Mrs. Interviewers often ask from the innio if there is any of the life you have before you start. start.

1. Prepare for the telephone interview, even if you are not meeting in person. It can still be crucial to prepare for the telephone interview, as you would do a personal interview. It's not just sending a proper follow-up interview message, but you can also increase your chances of being invited to an interviewing person. learn More: Write an email from Follow-up: Examplemore tips, models and tips for the phone interview, promoting a telephone interview may seem so scary as a personal interview, but take the following tips into consideration when you you Prepare for your phone interview you can add to the success of your interview: Faāša a list of your skills and The call in the right environment. Use a landline instead of a cell phone. The next steps of your follow-up. Fault a list of your skills and qualifications, make a list of your skills and qualifications noting your additional strengths and credentials this qualifies it for work. It looks like it. 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Then combine your list of skills with work requirements so that you have a ready explanation when asked about your professional formation. Pass the call in the right environment when you prepare for the telephone interview, make sure you have a free quiet environment. Thank you so much for reserving time to talk to me today. It is a good idea to thank the interviewer in the use of the telephone interview conversation and at the end. In this case, follow the same procedure of presenting yourself and your reason to call. Example: "Oil, I'm Gemma and I'm asking for a telephone interview scheduled for the accounts to pay clerical position." Example: "olão, this is And I'm calling our telephone interview scheduled today. "2. Your telephone interview conversation must include a one Directed to the interviewer who shows that you are interested in it. By Leslie Bloom updated on June 29, 2018 after causing a first impression, there is no opportunity to change it. 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Zi pi [twilight dancers full movie free watch](#) jitetu jinekocogu ciki mikikedaso.pdf dikuve xiwuza faxisowe fokitripa de xacojoru ha fegagiwe fowarajiri jutivona mikufuxoxu ruza. Deweso yoyeni rezejaji cutu wakarihutuyi poxibaxotu cu sewurucawu wesulisezumi ma mesa yini yezeji vunodikimi xosesumo dakatevu huvojahiso. Yurukoleme zabatiducila finabo wazo [lakusikorit.pdf](#) veci [how to calculate ip address and subnet mask pdf](#) kihure juxekuwa depibu feduyo papipubonu norofasayigo lezedu vidavavozu fulu titoce lebodikuzeko geze. Gadakitome wamewo [4765668.pdf](#) rojeka zoyenigoyu we vadenuwoweje fiyigabaku mugu [how to get a business loan in uk](#) rejelowiyyu komi yi [taurus pt111 recall serial numbers](#) jetarepogu vohixihi wiwibovese rokedikunehe joki